

REQUEST FOR QUOTATIONS

Procurement of Goods under RFQ/Shopping Procedures

Procurement Notice

Purchaser : Tamil Nadu Livestock Development Agency, Chennai-35.
Contract title : Supply of 8022 boxes (100 Pieces Per Box) High-Density Polyethylene (HDPE) Disposable Hand Gloves for Artificial Insemination in Bovines to various units of The Department of Animal Husbandry in the Districts of Tamil Nadu.
RFQ. No : Roc.No.625/TNIAMP-III/TNLDA/2021- 81/IAMP/AHD/CPR/Goods/ (21-22)
Date: : 20 .05.2022

Applicable Procurement Regulations Date: *July 2016 revised August 2018*

1. The Government of India has received financing from the World Bank in various currencies towards the cost of the Tamil Nadu Irrigated Agriculture Modernization Project and intends to apply part of the proceeds towards eligible payments under the contract for which this request for quotations is issued. The Tamil Nadu Livestock Development Agency, Chennai-35, invites quotations from eligible bidders for the following goods.

Sl. No.	Brief Description of the Goods	Specifications*	Unit & Quantity	Delivery Period	Place of Delivery	Installation Requirement if any
1	High-Density Polyethylene (HDPE) Disposable Hand Gloves for Artificial Insemination in Bovines.	As per Annexure I	8022 BOXES (100 pieces/ box)	45 working days	As per Annexure II	Nil

2. The Bidders may submit Quotations for the item called for.
3. This Procurement notice includes the terms and conditions applicable to submission of quotations; criteria for qualification, evaluation, and for, award of supply order(s); and relevant forms to be filled by the bidders. The Procurement notice including the terms and conditions etc. can be downloaded free of cost from the web site

www.tenders.tn.gov.in. In such cases the bidder would be responsible for ensuring that any addenda available in website is also downloaded and incorporated.

4. Quotations shall be submitted to office of the Chief Executive Officer, Tamil Nadu Livestock Development Agency, IV Floor, Integrated office complex for Animal Husbandry and Fisheries Department, 571 Anna Salai, Saidapet Veterinary Polyclinic Campus, Nandanam PO, Chennai-600035. on or before **11.00 am** on **15.06.2022**. The Quotations will be opened at the same address of quotation submission on **15.06.2022** at **11.30 am**.
5. The Cover should be superscribed as **"Quotations for the supply of 8022 boxes of high-density polyethylene (HDPE) disposable hand gloves for artificial insemination in bovines to the units of Department of Animal Husbandry in districts of the state of Tamil Nadu due on 15.06.2022 -11.00 am."**
6. If the Purchaser's office happens to be closed on the date of opening of the Quotations as specified, the Quotations will be opened on the next working day at the same time and venue.
7. Other details can be seen in the RFQ document. The Purchaser shall not be held liable for any delays due to postal or any other reasons whatsoever. A Bidder requiring any clarification of the RFQ document may visit the office of the Purchaser at the address given below.

Name	Dr. A. Chinnusamy B.V.Sc.,
Designation	Chief Executive Officer, Tamil Nadu Livestock Development Agency.
Address	IV Floor. Integrated office complex for Animal Husbandry and Fisheries Department, 571, Anna Salai, Saidapet Veterinary Polyclinic campus, Nandanam PO, Chennai-600035.
Telephone No.	044 24345362, 044 24310412
Fax No.	044 24345361
E-mail	tnlda2016@gmail.com ; tnlda@tn.nic.in

Terms and Conditions

1. Eligibility:

A bidder

- a. shall not submit more than one Quotation for the item
- b. shall not have conflict of interest as defined in the Bank's Procurement Regulations; and
- c. should not have been temporarily suspended or debarred by the World Bank Group in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework

2. Clarifications & Amendments:

If the Purchaser receives any request for clarification of this RFQ Document, it will upload its response together with any amendment to this document, on the www.tenders.tn.gov.in portal for information of all Bidders. Bidders should check on the portal, for any amendments to the terms and conditions.

3. The Quotation shall comprise the following:

- (a) Letter of Quotation;
- (b) Delivery Period Offered: List of Goods & Related Services indicating Bidder's offered delivery period in the prescribed Form;
- (c) Technical Specifications: confirmation that the offered Goods and Related Services conform to the required specifications;
- (d) Evidence in accordance with Clause 6 establishing Bidder's qualifications to perform the contract, if its quotation is accepted;
- (e) Performance Statement of supplies of similar goods made during the last 2 years, in the prescribed Format;
- (f) Complete address and contact details of the Bidder having the following information:
 - i. Name of Firm
 - ii. Address for communication
 - iii. Telephone No(s): Office
 - iv. Mobile No.
 - v. Facsimile (FAX) No.
 - vi. Electronic Mail Identification (E-mail ID)

- (g) Price Schedule (Quotation)

4. Quotation Prices

- a) The contract shall be for the full quantity of the item, as specified in the Price Quotation Form.
- b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- c) GST and any other taxes, which will be payable on the goods at the time of invoicing in connection with the sale, shall be shown separately. If these are only stated to be extra, such quotations are liable to be rejected. Wherever these taxes are not shown, these will be assumed to have been included in the quoted price.
- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e) The Prices shall be quoted in Indian Rupees only.

5. **Conformity of Goods:** Bidder shall furnish documentary evidence that the Goods conform to the technical specifications and standards, as relevant for example catalogue, warranty / guarantee etc. of the manufacturer.

6. Qualification of the Bidder:

- a. Bidder should have supplied goods of similar type (& capacity) up to at least 100% quantity in any one of last 2 years. Details of supplies made during the last 2 years shall be submitted in the specified Proforma.
- b. Supplies for any particular item in each quotation should be from one manufacturer only. Quotations offering supplies from different manufacturers for the same item in the quotation will be treated as non-responsive.

7. **Validity of Quotation:** Quotation shall remain valid for a period not less than **60 days** after the deadline date specified for submission.

8. **Signing of Quotations:** The name and position held by each person signing the quotation and related documents must be typed or printed below the signature.

9. **Quotation Submission:** The Letter of Quotation shall be filled, signed and submitted along with the Price Schedules that shall be furnished using the Forms available in this document.

10. **Opening and Evaluation of Quotations:** The Quotations will be opened on the specified date, time and place.

11. The Purchaser shall examine the quotation to determine whether the quotation
 - a) has been properly signed (Clause 8);
 - b) meets the eligibility criteria (Clause 1);
 - c) Conforms to all terms, conditions, technical specifications, etc.; and
 - d) the bidder has accepted the delivery schedule (Purchaser's Requirement Form 1).
12. Only Quotations that are substantially responsive to the RFQ document, and meet all Qualification Criteria shall qualify.
13. The evaluation shall be based on the total price of Goods and Related services at project site including GST and any other taxes, which will be payable on the finished goods at the time of invoicing.
14. **Award of contract:** The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - (a) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - (b) The bidder whose quotation is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order (sample form attached).
 - (c) The goods shall be delivered to the consignee officers with the invoices raised in the name of the Chief Executive officer, Tamil Nadu Livestock Development Agency, for certification and submission to TNLDA office.
 - (d) Payment shall be made immediately or within 15 days on the receipt of certified invoices from the consignee officials after delivery of the goods. Payment of GST and other taxes payable for the goods at the time of invoicing, although already included in the total cost, will be at actual or the rate/amount of these taxes specified in the supply order, whichever is lower.
15. Supply shall be effected in full within 45 days of the receipt of firm orders

Letter of Quotation

(The Bidder must prepare the Letter of Quotation on stationery with its letterhead clearly showing the Bidder's complete name and address)

RFQ No.: **81/IAMP/AHD/CPR/Goods/ (21-22)**

Our Reference: No..... Dated.....

To:

The Chief Executive Officer,
Tamil Nadu Livestock Development Agency,
IV Floor. Integrated office complex for Animal Husbandry and Fisheries Department,
571, Anna Salai, Saidapet Veterinary Polyclinic campus,
Nandanam PO, Chennai-600035.

Sir,

Subject: Supply of high-density polyethylene (HDPE) disposable hand gloves for artificial insemination in bovines to various units of the Department of Animal Husbandry in the districts of Tamil Nadu-quotations-reg.

1. We, the undersigned, hereby submit our Quotation. In submitting our Quotation, we make the following declarations:
 - a. We have examined and have no reservations to the RFQ Document;
 - b. We offer to supply in conformity with the RFQ Document and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and related services.....
[insert a brief description of the Goods and Related Services];
 - c. The total price of our Quotation, including any unconditional discounts offered is:
Total price of the Quotation.....
[insert the total price of the quotation including GST and any other taxes, which will be payable on the finished goods, in words and figures];

- d. We have paid, or will pay the following commissions, gratuities, or fees with respect to the Bidding process or execution of the Contract:..... ..
.....
*[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity. **If none has been paid or is to be paid, indicate “none.”**]*
- e. Our Quotation shall be valid for the period of 60 days, from the deadline fixed for the Quotation submission;
- f. We meet the eligibility requirements and have no conflict of interest, we are not participating in more than one quotation in this bidding process, and we have not been temporarily suspended or debarred by the World Bank.
- g. We hereby certify that we have taken steps to ensure that **no** person acting for us or on our behalf will engage in any type of **corrupt, fraudulent, collusive, coercive, or obstructive practices**.

Yours faithfully,

Signature of Authorized Signatory

Name & Title of Signatory _____

In the capacity of

[insert legal capacity of person signing the Letter of Quotation]

Name of Bidder _____

Address _____

Dated on _____ day of _____, _____ *[insert date of signing]*

Seal of the Company

FORMAT OF QUOTATION

<i>Description Goods</i>	<i>Specifications</i>	<i>Qty.</i>	<i>Unit</i>	<i>Quoted Unit Rate in Rs. (Without GST)</i>	<i>Total Amount</i>	
					<i>In Figures</i>	<i>In Words</i>
<i>TOTAL</i>						
<i>GST @</i>						
<i>Grand total cost (inclusive of GST</i>						

**Payment of GST and other taxes payable for the goods at the time of invoicing, although already included in the total cost, will be at actual or the rate/amount of these taxes specified in the supply order, whichever is lower.*

We agree to supply the above goods in accordance with the technical specifications for a total contract price (including all taxes and duties) of Rs.(Amount in figures) (Rs... amount in words) within the period specified in the Request for Quotations.

We also confirm that the normal commercial warranty ofmonths shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices (as defined in the prevailing World Bank's sanctions procedures) in competing for or in performing the Contract.

Signature of Bidder with seal

PROFORMA FOR PERFORMANCE STATEMENT*

Proforma for Performance Statement (for a period of last 2 years- 2020-21 to 2021-22)

RFQ No. **81/IAMP/AHD/CPR/Goods/ (21-22)**

Date of opening 15.06.2022

Time 11:30 am

Name of the Bidder _____

Order placed by (Full address of Purchaser)	Order No. and date	Description and quantity of ordered Goods/ equipment	Value of order	Date of completion of delivery		In case of Equipment, state if the equipment been satisfactorily functioning? (Attach a certificate from the Purchaser/Consignee)
				As per contract	Actual	
1	2	3	4	5	6	7

*This proforma shall be deleted if requirement of Performance Statement is deleted in Clause 4.

Signature and seal of the Bidder

Purchaser's Requirement

1. LIST OF GOODS & RELATED SERVICES AND DELIVERY PERIOD

Line Item No.	Description of Goods and Related Services	Quantity	Physical unit	Final Destination (Project site)	Desired Delivery Period for completion of supply from the date of the Contract	Bidder's offered Delivery Period [to be provided by the Bidder]
1	2	3	4	5	6	7
1	<i>High-Density Polyethylene (HDPE) Disposable Hand Gloves for Artificial Insemination in Bovines</i>	8022 BOXES	100 pieces/ box	As per <u>Annexure II</u>	45 working days	

Note:

1. All details should be filled in by Purchaser except for Column 7.
2. Delivery Period offered by the Bidder should be filled in Column 7 by the Bidder.

ANNEXURE-I

TECHNICAL SPECIFICATIONS

HIGH DENSITY POLY ETHYLENE DISPOSABLE HAND GLOVES FOR BOVINE ARTIFICIAL INSEMINATION

- *Should be made from medical grade High Density Polyethylene (HDPE) film*
- *Non-sterile, single use.*
- *Should be waterproof, Non-toxic and formaldehyde free*
- *Should resist stretching and should not tear at the time of use.*
- *Length: Minimum 80 cm.*
- *Thickness Single Wall: Minimum 20 micron*
- *Width at the top end of shoulder: Minimum 25 cm.*
- *Palm width: 140 – 145 mm*
- *Surface: Smooth.*
- *Softness and easy to wear with standard 5 fingers.*
- *Gloves shall maintain their properties when stored in a dry condition at temperature between 10 to 40°C.*
- *Color shall be Clear or Pink or Blue or Orange or White or blue*
- *Packing shall be 100 pieces of gloves in one cardboard box*

Further, it is informed that quantity of HDPE Disposable Hand Gloves shall be 8022 boxes (Each boxes containing 100 pieces)

(Offered specification, statement of compliance with required specification along with copy of literature, brochures of the item offered shall be enclosed)

ANNEXURE-II

Destination of supply/place of delivery of high-density polyethylene (HDPE) disposable hand gloves for artificial insemination in bovines to various units of the Department of Animal Husbandry in the districts of Tamil Nadu

S. No	District	HDPE Glove (In Nos.)
1	Ariyalur	32
2	Coimbatore	8
3	Cuddalore	890
4	Dharmapuri	128
5	Dindugal	78
6	Erode	486
7	Kanchepuram	734
8	Karur	20
9	Krishnagiri	282
10	Madurai	638
11	Namakkal	220
12	Pudhukotai	406
13	Ramnadhapuram	60
14	Salem	112
15	Tanjavur	1292
16	Theni	306
17	Thiruvallur	186
18	Thiruvannamalai	480
19	Thoothukudi	16
20	Tirunelveli	1024
21	Trichirapalli	176
22	Vellore	128
23	Villupuram	320
	Grand total	8022

ANNEXURE III

BIDDING FIRM PROFILE

1. Name of the company :
2. Full postal address with pin code :
3. Telephone No :
4. Contact person :
5. Mobile No. :
6. Email ID of company :
7. Email ID of contact person :
8. Goods and services tax No. of the :
company (GST) (enclose copy)
- 9 Copy of valid ISO certificate Yes/No
attached/ IS certificate.
10. Details of supply of HDPE AI :
GLOVES made during the past 2
years (Proof)
11. Copy of detailed specification :
offered with pamphlet for the
product
12. Validity of quotations :
13. Support/Warranty :

Signature and seal of the Bidder

OFFICE OF

.....

SUPPLY ORDER

To:

M/s

.....

.....

.....

.....

Dear Sirs,

Sub: Supply of

.....

Ref Your quotation no..... dated

1. Your quotation no.....of(Date) for the supply of **has been accepted. You are requested to** execute a contract and supply the following goods/equipment at the rates quoted by you and specified against each as per the specifications and terms & conditions specified hereunder:

S.No	Brief description of goods/equipment	Specifications	Quantity to be supplied	Unit Rate (Rs.)	Total Price (Rs.)
1					
			Total		

GST Tax will be extra

2. Delivery Period: days from the date of issue of this supply order.
3. Place of delivery
4. Consignee Address:
5. GST tax if any will be paid at actual prevailing on the date of supply.
6. Standard Manufactures Commercial Warranty/Guarantee shall be..... months from the date of delivery and acceptance.
7. Payment shall be made immediately on receipt of the stock entry certification from the consignee to whom the goods are delivered
8. Other terms and conditions are as under:

(Purchaser)

Date:

Place:

Name:

Designation:.....